



Code of Conduct for Local Advisory Board governors

As Local Advisory Board governors....

- ✓ We understand the purpose of the Local Advisory Board, the Trust Board to whom we are accountable, the role of the Headteacher and the CEO. We accept that we have no legal authority to act individually, except when the Trust Board or Local Advisory Board has given us delegated authority to do so. Therefore we will only speak on behalf of the Local Advisory Board when we have been specifically instructed to do so.
- ✓ We accept collective responsibility for all decisions made by the Local Advisory Board or its delegated agents. This means that we will not speak against majority decisions made by the Board.
- ✓ We have a duty to act fairly and without prejudice, and in so far as we have responsibility for staff, we will deliver all that is expected of a good employer.
- ✓ We will consider carefully how our decisions may affect the community and other schools and academies.
- ✓ We will always be mindful of our responsibility to maintain and develop the ethos and reputation of our academy and the Plymouth Academy Trust. Our actions within the academy and the local community will reflect this. This includes our use of any social networking sites where we will ensure that neither our personal or professional reputation, nor that of our academy or Plymouth Academy Trust is compromised by inappropriate postings.
- ✓ In making or responding to criticism or complaints affecting our academy we will follow the procedures established by the Trust Board.
- ✓ We will actively support and challenge the Headteacher.

Commitment

- ✓ We acknowledge that accepting office as a Local Advisory Board governor involves the commitment of significant amounts of time and energy.
- ✓ We will each involve ourselves actively in the work of the Local Advisory Board and accept our fair share of responsibilities.
- ✓ We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to do so. We will commit to attending 5 of the 6 annual meetings.
- ✓ We will get to know our academy well and will involve ourselves in activities.
- ✓ We will visit our academy, with all visits arranged in advance with the staff and undertaken within the framework established by the Trust Board and agreed with the Headteacher.

- ✓ We will attend at least 2 Local Advisory Board afternoons.
- ✓ We acknowledge our individual and collective needs for training and development, and will undertake all relevant training as individuals and with our fellow Local Advisory Board governors.
- ✓ We will complete our link reports to the Local Advisory Board and accept that these must be submitted to the clerk two weeks before the due date even if we are not able to attend the meeting at which they are to be presented.
- ✓ We accept that in the interests of open government, our names, terms of office, roles on the Local Advisory Board and pecuniary interests will be published on the academy's website.
- ✓ We agree that we will declare all business interests as well as including any relationships with academy staff including spouses, partners and relatives and will offer information about other governorships of other schools or academies so that it can be published on the website. We accept that any governor failing to reveal information will be in breach of this code of conduct and as a result will be bringing the Local Advisory Board into disrepute. In such cases membership of the Local Advisory Board will be ceased.

Relationships

- ✓ We will strive to work as a team in which constructive working relationships are actively promoted.
- ✓ We will express views openly, courteously and respectfully in all our communications with other governors.
- ✓ We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
- ✓ We will seek to develop effective working relationships with the Headteacher, staff and parents, the CEO, the Trust Board and other relevant agencies and the community.
- ✓ We will ensure that we do not intervene in parental or staff concerns at the earliest stage but will advise the Headteacher in order that due process can be followed.

Confidentiality

- ✓ We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside and outside of the academy.
- ✓ We will exercise the greatest prudence at all times when discussions regarding academy business arise outside a Local Advisory Board meeting.
- ✓ We will not reveal the details of any Local Advisory Board vote.

Declarations of Interest

- ✓ We will declare any interest or conflict of loyalty at the start of any meeting should the situation arise.
- ✓ We will always act in the best interests of the academy, and the Plym Academy Trust as a whole.

Agreement to the publication of information

- ✓ Any governor failing to provide information to enable the Local Advisory Board to fulfill their responsibilities may be in breach of the code of conduct and as a result be bringing the Local Advisory Board into disrepute. In such cases the Local Advisory Board should consider suspending the governor.

Breach of this code of conduct

- ✓ If we believe this Code has been breached, we will raise this issue with the chair and the chair will investigate; the Local Advisory Board will only use removal of a governor as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- ✓ Should it be the chair that has breached this code, another governor, such as the vice chair will investigate.

Declaration

I agree to the terms of this Code of Conduct

Agreed _____

Date _____